

Oak Flat Tribe
FY-2006 GAP Work Plan
Covering 10/01/2006-09/30/2007

Please Note: This partial work plan is provided as a reference, primarily to demonstrate to use of the revised work plan and compliance with the work plan requirements. For 2006 the revised format is strongly recommended. In FY 2007, there may be a required national format.

PROGRAM ADMINISTRATION <u>COMPONENT</u>	<u>Outputs/Work Products</u> <u>Target Due Dates</u>	<u>Responsible Parties</u>	<u>Staff Work Years/Cost</u>
<p>Task 1. Assess Tribal Financial/Administrative Systems <i>Purpose and Need</i> - As a GAP grantee, the Tribe is required to adhere to administrative requirements identified in 40 CFR Part 31 and OMB Circular A-87. Completing a written administrative assessment is a GAP requirement and will help ensure the Tribe follows proper administrative procedures while conducting grant activities.</p> <p><i>Goals and Objectives</i> - The goal of this task is to ensure the Tribe follows applicable administrative requirements. Our objectives are to identify administrative requirements associated with GAP grants, document how the Tribe meets or fails to meet the requirements, and outline steps necessary to bring the Tribe into "administrative compliance" if applicable.</p> <p><u>Commitments</u> - 1.1 The Tribe will research EPA and GAP administrative requirements, 1.2 assess our compliance with each requirement, and 1.3 document our findings and future actions in a written report.</p> <p>Our EPA Project Officer and Grants Specialist will be asked to comment on a draft report and provide guidance on how to improve our administrative systems if necessary.</p> <p><i>Environmental Outcomes/Results</i> - This task will facilitate Tribal compliance with federal grant requirements.</p>	<p>Draft Administrative Assessment Due Date: 04/30/07</p> <p>Final Administrative Assessment Due Date: 07/30/07</p>	<p>Administrator</p> <p>Accountant</p> <p>Env. Director</p>	<p>NA (indirect cost)</p> <p>NA (indirect cost)</p> <p>.01 FTE x \$41,600/yr = \$416</p>

PROGRAM ADMINISTRATION <u>COMPONENT</u> continued	<u>Outputs/Work Products</u> <u>Target Due Dates</u>	<u>Responsible</u> <u>Parties</u>	<u>Staff Work Years/Cost</u>
<p>Task 2. Summarize Progress; Jointly Evaluate (Tribe/EPA) Performance <i>Purpose and Need</i> - Progress reports are necessary to evaluate the effectiveness of our Environmental Program. The Tribe is required to provide quarterly progress reports to the EPA and jointly evaluate grant accomplishments with the Agency. The Environmental Program Office (EPO) is also required to provide monthly reports to the Tribal Council.</p> <p><i>Goals and Objectives</i> - To keep the Tribe and EPA informed of Program accomplishments, expenditures, challenges, and activities. To maintain a system for evaluating and documenting EPO performance and accomplishments.</p> <p><u>Commitments -</u> 2.1 The EPO will submit monthly progress reports to the Tribal Council and quarterly reports to the EPA. 2.2 The Tribe's fourth quarter ("year-end") report will assess progress and accomplishments for the entire year. 2.3 The EPA Tribal Program Office will review Tribal quarterly reports and will provide a written evaluation ("end of year report") of Tribal progress under our grant. 2.4 Drafts of the EPA evaluation will be provided to the Tribal EPO for review prior to being finalized and mailed to the Tribal Chair.</p> <p>Tribal progress reports will contain the following information (required):</p> <ul style="list-style-type: none"> •Comparison of actual vs. expected progress achieving environmental outcomes and outputs, for each work plan task. •Explanations for lack of progress (or anticipated lack of progress), if applicable. •Suggestions for improving grant performance or modifying expectations (including proposed changes to target due dates) if necessary. •Status of expenditures (cumulative) for the reporting period and explanations of cost overruns if applicable. • •Environmental <u>Outcomes/Results</u> - This task will keep the Tribe in compliance with GAP reporting requirements. 	<p>Council reports due 1st Tue. of each month. Reports available upon request.</p> <p>Quarterly Reports Due: 01/30/07 04/30/07 07/30/07 10/30/07 (annual summary)</p>	<p>Env. Director</p> <p>Env. Tech.</p>	<p>.03 FTE x \$41,600/yr = \$1,248</p> <p>.04 FTE x \$24,960/yr = \$998.40</p>

SOLID WASTE <u>COMPONENT</u>	<u>Outputs/Work Products</u> <u>Target Due Dates</u>	<u>Responsible Parties</u>	<u>Staff Work Years/Cost</u>
<p>Task 3. Develop and Pilot a Recycling Program <i>Purpose and Need</i> - The Tribal Integrated Solid Waste Management Plan (adopted December 2002) notes that improper disposal of household hazardous wastes pose risks to human health, the environment and the aesthetic properties of the Reservation. A recent waste-stream assessment, conducted by sixth graders throughout the Reservation, revealed that recyclable materials represent 20% of the wastes being hauled from the Reservation. A pilot program will help determine the types of recycling systems that might be appropriate for the Reservation and the costs and benefits of diverting recyclables from the Reservation waste stream</p> <p><i>Goals and Objectives</i> - The goal of the recycling pilot program is to help determine the feasibility of a Reservation recycling system. Our objectives are to work with Tribal members to identify several recycling options, test those options by implementing them in selected areas of the Reservation (collecting appropriate data and community feedback), and evaluate the results of the pilot(s).</p> <p><u>Commitments</u> - Tribal staff will organize the pilot into four general stages: 3.1 educate the Jones Bar and Cedar Flat communities about the benefits of recycling and the Tribe's intent to pilot a recycling system; 3.2 ask members to help conceptualize a recycling system that might work in their community; 3.3 pilot one recycling system in each community, collecting appropriate cost data and member feedback, and; 3.4 prepare a written summary and evaluation of each recycling system piloted. We realize the EPA cannot provide continual funding for operating recycling programs. If initial evaluations are favorable, the Tribe may further the recycling pilot to develop and test alternatives for funding recycling efforts.</p> <p>EPA staff will be expected to provide technical assistance as necessary and feasible. Assistance may include (but may not be limited to) providing information about similar projects conducted in other tribal or non-tribal communities and the types of recycling equipment that might work in a Reservation setting, reviewing and commenting on draft reports, making recycling presentations to tribal communities, reviewing presentations developed by tribal staff, etc.</p> <p><i>Environmental Outcomes/Results</i> - This task will reduce the tonnage, which will be quantified and reported, of solid waste destined for landfills.</p>	<p>Community ed. summaries Due Date: 01/30/07</p> <p>Draft project concept Due Date: 01/30/07</p> <p>Final project concept Due Date: 07/30/07</p> <p>Pilot Due Date: 08/31/07</p> <p>Project summary and evaluation Due Date: 09/30/07</p> <p>Status of activities will be summarized in the quarterly reports</p>	<p>Env. Tech.</p> <p>Env. Director</p> <p>2 community coordinators (contractual)</p>	<p>.10 FTE x \$24,960 = \$2,496</p> <p>.10 FTE x \$41,600 = \$4,160</p> <p>2 x \$3,000 = \$6,000</p> <p>recycling container costs estimated @ \$3,000</p>

SOLID WASTE <u>COMPONENT</u> <i>continued.</i>	<u>Outputs/Work Products and Target Due Dates</u>	<u>Responsible Parties</u>	<u>Staff Work Years/Cost</u>
<p>Task 4. Close the Spider Ridge Dump <i>Purpose and Need</i> - The Spider Ridge Dump is unmanaged and illegal, contains hazardous and nonhazardous waste, sits 400 yards above a perennial stream (Mill Creek), and is accessible to the public. The dump must be properly closed to protect human health and the environment, and to rid the Reservation of a general eyesore.</p> <p><i>Goals and Objectives</i> - To close the Spider Ridge dump and take steps necessary to prevent continued illegal dumping at the site.</p> <p>Tribal staff will organize and work through the dump closure process in stages:</p> <p><u>Commitments</u> -</p> <p>4.1 develop a dump closure health and safety plan and educate staff and workers about dump closure hazards and how to use appropriate personal protective equipment,</p> <p>4.2 assess the type and amount of materials in the dump,</p> <p>4.3 develop a draft dump closure plan, including cost estimates and time lines,</p> <p>4.4 using an interdisciplinary team process, identify issues, concerns and opportunities associated with the dump closure plan and develop a final plan accordingly,</p> <p>4.5 develop appropriate NEPA documents (e.g., environmental assessment) if the project is ground disturbing, precedent setting, or highly controversial,</p> <p>4.6 assess the need to conduct soil and water sampling at or near the dump site, and</p> <p>4.7 install signs (citing penalties for illegal dumping) to inform the public the dump is closed and install two gates to prohibit access to the site.</p> <p>EPA and IHS staff will be expected to provide technical assistance as necessary and feasible. Assistance may include (but may not be limited to) providing information about similar projects conducted in other tribal or non-tribal communities, developing or helping the tribe develop a health and safety plan (IHS), providing sample dump closure plans and NEPA documents, providing direct or indirect assistance with dump assessment, etc.</p> <p><i>Environmental Outcomes/Results</i> - This project will eliminate human health risks associated with the dump, for at least the 238 Tribal members that live on the Reservation. The project will also eliminate the continued risk of contaminating soil, groundwater, and surface water on (and adjacent to) the three-acre dump site.</p>	<p>Health and safety plan Due Date:01/30/07</p> <p>Dump assessment and photos Due Date:01/30/07</p> <p>Draft dump closure plan Due Date:04/30/07</p> <p>Final dump closure plan Due Date:04/30/07</p> <p>NEPA compliance documents if warranted Due Date:07/30/07</p> <p>Soil and water sampling needs assessment Due Date: 07/30/07</p> <p>Photos of gates, signs, cleaned dump site Due Date: 07/30/06</p> <p>Status of activities will be summarized in the quarterly reports</p>	<p>Env. Director</p> <p>Env. Tech.</p>	<p>.1 FTE x \$41,600 = \$4,160</p> <p>.1 FTE x \$24,960 = \$2,496</p> <p>waste removal contract estimated @ \$42,000</p>